

United Nations International Residual Mechanism for Criminal Tribunals

TEMPORARY JOB OPENING (Duration until 31 December 2021)

Associate Legal Officer, P-2

DEADLINE FOR APPLICATIONS	:	27 July 2021
DATE OF ISSUANCE	:	21 July 2021
OFFICE	:	Office of the Prosecutor
LOCATION	:	Arusha
JOB OPENING NUMBER	:	2021/TJO/IRMCT/OTP/211-P

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational setting and Reporting:

The post is located in the Office of the Prosecutor (OTP) of the International Residual Mechanism for Criminal Tribunals (IRMCT), Arusha. The incumbent will work under the direct supervision of the Senior Legal Officer/Officer-in-Charge and/or Legal Officers.

Responsibilities:

The incumbent will perform the following duties in relation to core functions of the IRMCT and other matters that fall within the IRMCT's jurisdiction:

- Conduct legal research on international humanitarian law, comparative criminal law and procedure, evidence and policy issues;
- Facilitate case-related inquiries from visiting prosecutors and investigators and prepare or assist in the preparation of responses to requests for assistance from national and other requesting authorities
- Prepare reports, memos and legal opinions for internal discussion, as requested;
- Format written briefs;
- Ensure timely filing of documents and briefs;
- Review and analyze evidence;
- Draft submissions and motions;
- Conduct evidentiary searches on OTP databases and maintain appropriate logs for the provision of assistance to national authorities;
- Review and analyze material for disclosure to the Defence and maintain accurate disclosure logs;
- Compile and maintain any statistical reports and workload indicators as requested;
- Perform other tasks as may be assigned.

Core Competencies:

- **Professionalism** - Knowledge of, and ability to apply, legal principles, concepts and procedures for review, examination, and processing of a range of legal documents. Sound knowledge of substantive and procedural international law and/or criminal law, particularly in the context of the IRMCT, ICTR and/or ICTY. Knowledge of various legal research sources, including electronic/online research tools, and ability to conduct research and analyze information on a wide range of legal issues. Ability to interpret and apply legal instruments, develop and present results, recommendations, and opinions clearly and concisely. Ability to draft legal documents and work under pressure. Ability to apply good legal judgment in the context of assignments given. Experience and ability to work well in a multicultural environment. Shows pride in work and in achievements. Demonstrates professional competence and mastery of subject matter. Is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Is motivated by professional rather than personal concerns. Shows persistence when faced with difficult problems or challenges. Remains calm in stressful situations. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work.
- **Communication** – Speaks and writes clearly and effectively. Listens to others, correctly interprets messages from others and responds appropriately. Asks questions to clarify, and exhibits interest in having two way communication. Tailors language, tone, style and format to match the audience. Demonstrates openness in sharing information and keeping people informed.
- **Teamwork** – Works collaboratively with colleagues to achieve organisational goals. Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others. Places team agenda before personal agenda. Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position. Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

QUALIFICATIONS

Education:

Advanced university degree (Master's degree or equivalent) in law. A first level university degree in combination with two additional years of qualifying experience may be accepted in lieu of an advanced university degree.

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Experience:

Minimum of 2 years of progressively responsible experience in criminal prosecution or international law. Relevant experience at the Mechanism, ICTR and/or ICTY is highly desirable.

Language:

English and French are the working languages of the Mechanism. For the post advertised, fluency in oral and written English is required. Knowledge of French would be an asset.

HOW TO APPLY:

- 1) Internal staff at the GS, FS or P-2 level who meet the requirements are eligible to apply.
- 2) Interested candidates must complete the UN Personal History Profile (PHP) form obtainable via personal Inspira accounts (in PDF format) or the IRMCT website. Please submit all documents including the PHP, a Cover Letter, and the last two e-PAS's (for internal candidates) ELECTRONICALLY AS ONE DOCUMENT to the recruitmentR@un.org in-box. Please indicate the job opening number in the subject line.
- 3) Once received, a list of candidates who meet the requirements of the post will be sent to the supervisor, who will prepare a written comparative analysis of the candidates and recommend a candidate for the position.
- 4) Please note that only candidates under serious consideration will be notified of the final decision.

NOTE FOR PREVIOUSLY ROSTERED CANDIDATES

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

NOTE FOR EXTERNAL CANDIDATES:

- 1) External applicants must complete the UN Personal History Profile (PHP) form obtainable from the IRMCT website (www.irmct.org) or from your personal Inspira account and forward electronically to the recruitmentR@un.org in-box. Please indicate the job opening number in the subject line. Please note, CVs cannot be accepted.
- 2) Once received, a list of candidates who meet the requirements of the post will be sent to the supervisor, who will prepare a written comparative analysis of the candidates and recommend a staff member for the position.
- 3) Please note that only candidates under serious consideration will be notified of the final decision.

SPECIAL NOTICE:

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

The appointment is limited to the IRMCT. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. IRMCT is a smoke free environment.

PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE AT MIDNIGHT (THE HAGUE TIME) ON THE CLOSING DATE WILL NOT BE ACCEPTED. ONLY THE SELECTED CANDIDATE WILL BE NOTIFIED OF THE OUTCOME.
